

CG Policy Number 01-3

AFZN-CS-SGS

07 November 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Leader Visits to Soldiers' Quarters

1. PURPOSE: To provide guidance concerning leaders visiting their soldiers' quarters.
2. Leaders should visit their soldiers in their homes whether they reside in quarters or in the barracks. Leaders are responsible for the health, welfare, and morale of their soldiers. Visits to soldiers' quarters can help leaders determine the general welfare of their soldiers and whether they are living in safe, functional, and adequate housing. The following are rules that we must follow as we go about our visitation program.
 - a. Barracks Visits.
 - (1) Commanders have full authority to visit everything within their unit.
 - (2) Unit leaders should visit their soldiers in their rooms to assess how they are doing as well as the cleanliness, orderliness, and serviceability of their rooms. This should be separate from a formal inspection.
 - (3) Watch the frequency and the duration of these visits.
 - b. On/Off-Post Family Quarters Visits.
 - (1) Leaders should ask soldiers if they can come visit them.
 - (2) When visiting leaders should engage the soldier and his family in conversation to determine their general welfare, health, status of relationships, and assess the cleanliness, orderliness and serviceability of the quarters. (This should not be an inspection).
3. The following individuals have specific authority over on/off-post quarters:
 - a. On-Post Quarters.
 - (1) The Installation Commander and the Garrison Commander may order inspections.
 - (2) The Housing Office can enter for maintenance and inspection purposes as long as the occupant receives reasonable notice.

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(3) The inspections may be based on reports of health or safety hazards.

b. Off-Post Quarters.

(1) The responsibility for the health and safety conditions is the local government agencies.

(2) If the leader believes that a health or safety hazard exists he should report to both the local agency having jurisdiction over the problem as well as up the chain of command. Refer the soldier to the Legal Assistance Office.

(3) Should leaders discover problems with their soldiers' off-post rental housing, refer them to Legal Assistance Office (239-3117/2870). Landlords who do not correct problems brought to their attention may be placed on the off-post housing rental property caution list. Soldiers may inspect this list at the Housing Office and at Legal Assistance. Early legal counsel to commanders often will prevent bad situations from deteriorating, and may give the commander the legal tools needed to remedy the problems. Questions concerning visits to family quarters should be directed to Administrative Law (239-2717).

4. Commanders should ensure that all leaders know and understand the visitation policy.

//original signed//
THOMAS F. METZ
Major General, U.S. Army
Commanding General

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